

**78562**

DATE August 12, 2020

TO: Board of Acquisition and Contract

FROM: Norma V. Drummond  
Commissioner of Planning

SUBJECT: Resolution authorizing the agreement between the County of Westchester and Rivertowns Chamber of Commerce, Inc. in order to provide meals to households impacted by COVID-19 under the 2020 Community Partnership program in Westchester County.

The attached resolution authorizes the County of Westchester (“County”) to enter into an agreement with Rivertowns Chamber of Commerce, Inc. (“RCC”) whereby the County will pay RCC \$80,000 through the Coronavirus Relief Fund. In exchange, RCC will provide assistance to households and local restaurants who have been adversely impacted by the Coronavirus Pandemic. The RCC will receive \$80,000.00 of which they will retain \$6,000 for administrative costs, the remaining funds will be distributed to the households and local restaurants who will prepare all meals for the program. The term of the agreement is July 15, 2020 to December 15, 2020.

RCC will participate in the County’s 2020 Community Table Partnership program. This agreement will provide funding to help local restaurants provide meals to households in Dobbs Ferry, Hastings-on-Hudson, Irvington and Ardsley that are experiencing food insecurity in the community. RCC will select local restaurants to participate in the program and will issue meal vouchers to households that can be redeemed at local restaurants for family style meals. Participating restaurants will also deliver cooked meals to the Dobbs Ferry Food Pantry for their weekly pantry distribution.

The goal and objective of this agreement is to help the residents of Dobbs Ferry, Hastings-on-Hudson, Irvington and Ardsley who are facing food insecurity. The program will be monitored by the Westchester County Department of Planning staff, who will review all payment requests to ensure all contractual requirements are met.

The Department of Planning issued a public Request For Proposals on June 22, 2020 on the County’s website, seeking proposals from local Chambers of Commerce and/or 501(c)(3) and/or 501 (c)(6) charitable organizations to participate in the 2020 Community Table Partnership program. This program addresses food insecurity for individual or family households, while supporting the local restaurant industry who will prepare the meals. As of July 21, 2020 eight (8) organizations submitted proposals; Caritas of Port Chester, Inc., New Rochelle Chamber of

Commerce, Rivertowns Chamber of Commerce, Inc., The Greater Ossining Chamber of Commerce, Inc., Fairview Community Corp d/b/a Friends of TDYCC – Greenburgh, Peekskill Rotary Club Foundation, The Gullotta House, Inc., Tarrytown’s Rotary Foundation, Inc.

The County will seek to enter into agreements with the following organizations as well. As they submitted comparable proposals: Caritas of Port Chester, Inc. - \$20,000; New Rochelle Chamber of Commerce - \$50,000; The Greater Ossining Chamber of Commerce, Inc. - \$20,000; Fairview Community Corp d/b/a Friends of TDYCC – Greenburgh - \$20,000; Peekskill Rotary Club Foundation - \$50,000; The Gullotta House, Inc. - \$80,000 and Tarrytown’s Rotary Foundation, Inc. - \$20,000. Separate resolutions will be submitted for authority to enter into agreements with those organizations in excess of \$20,000 and short form approval will be sought for the remaining organizations.

I recommend approval of this agreement.

NVD/cp  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/27/2020  
PUBLIC SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED: That the County of Westchester is hereby authorized to enter into an agreement with Rivertowns Chamber of Commerce, Inc., (“RCC”) for the term July 15, 2020 to December 15, 2020, to provide a 2020 Community Table Partnership program that will assist local restaurants and households who have been adversely impacted by the Coronavirus pandemic by distributing meals that have been prepared by local restaurants to residents of Dobbs Ferry, Hastings-on-Hudson, Irvington and Ardsley. Participating restaurants will also deliver cooked meals to the Dobbs Ferry Food Pantry for their weekly pantry distribution, and be it further

RESOLVED, that the RCC will be paid an amount not to exceed \$80,000.00 of which they will retain \$6,000 for administrative costs, the remaining funds will be distributed to the households and local restaurants who will prepare all meals for the program, pursuant to an approved budget, and be it further

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute any documents and take any actions necessary to effectuate purposes hereof.

Account to be Charged/Credited

		Major Program, Program & Phase	Object/ Sub Object	Trust Account	Dollars
Fund	Dept	Or Unit			
101	19	0100	4998	N/A	\$80,000.00

Budget Funding Year(s) FY 2020 Start Date July 15, 2020 End Date December 15, 2020  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
**\$80,000.00** Federal Aid \$80,000.00  
 (must match resolution) Other \_\_\_\_\_